

**Town of Westminster
Commonwealth of Massachusetts**

Report and Recommendations of the Advisory Board

Fiscal Year 2016

Annual Town Meeting

Westminster Elementary School

Saturday, May 2, 2015 - 1:00 p.m.



Prepared by the Westminster Advisory Board

TABLE OF CONTENTS

Advisory Board Report.....	3
Annual Report of the Capital Planning Committee	7
Annual Town Meeting Warrant.....	13
FY2016 Operating Budget Recommendations	15
(6 page insert, middle of book)	
FY2016 Articles 8 – 43	21
Special Town Meeting Warrant	28

Advisory Board Report

Introduction

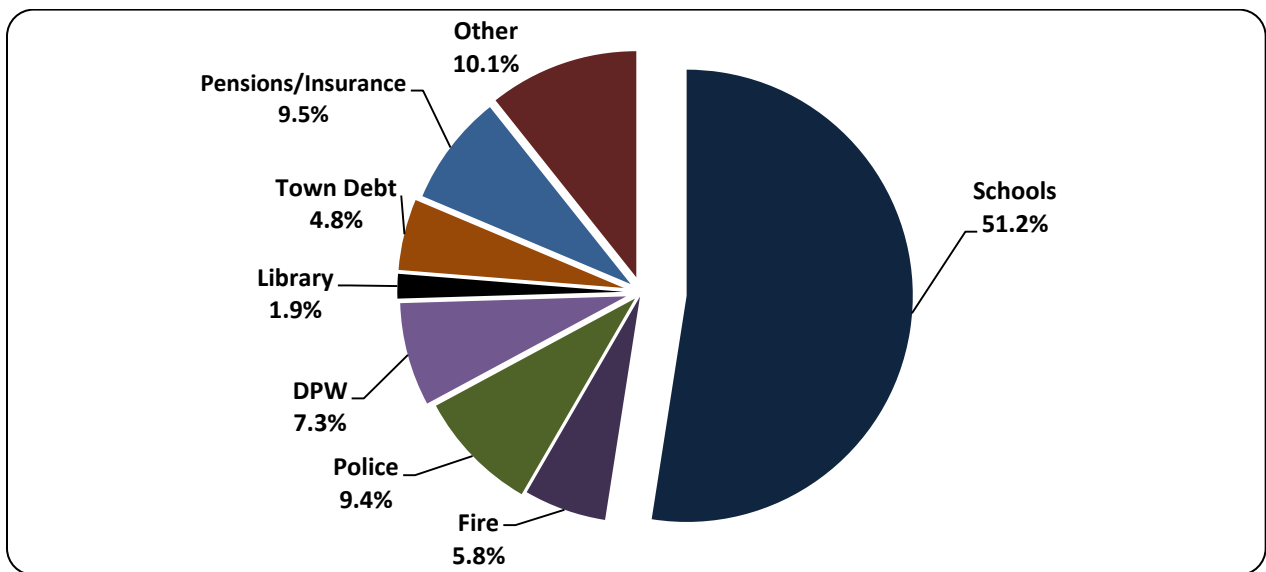
The following is the recommended budget proposal for the Town of Westminster from the Advisory Board for FY2016. The operating budget for the Town is presented in one article on the Annual Town Meeting Warrant (article 7). The remaining FY2016 budget is comprised of additional articles that cover capital expenditures and requests for special services by the Town. Each year Town Meeting reviews the proposed budget and adopts it by voting to appropriate funds for each warrant article.

Budget Recommendations

The current budget recommendation is a responsible balanced budget that is within the 2 ½ plus growth guidelines.

The recommended operating budget (article 7) for FY2016 is \$19,081,350. This is an increase of \$572,817 (3.1%) over the FY2015 operating budget. The increase is due to a number of factors which include:

- An increase of \$136,610 in “Retirement & Pensions” due to a change in the Worcester Regional Retirement System Actuarial Study and the goal to fully fund the unfunded liability by 2035 instead of by 2040.
- An increase of \$181,332 in Town Debt & Interest due to the Senior Center Bond payments beginning.
- An increase of approximately \$178,000 in cost of living adjustments and contractual obligations (salaries). This amount does not include the schools.



The chart above shows the breakdown of the operating budget by department for FY2016.

The FY2016 budget is also comprised of enterprise funds (Sewer, Water and Transfer Station – articles 8, 9 and 10) which total \$2,192,196 and are funded primarily by user fees.

Article 11 is for additional funds (\$163,219) for the operating budget of the Ashburnham Westminster Regional School District. A separate article is needed since Ashburnham’s portion require funding that at the time of this printing was not included in their budget.

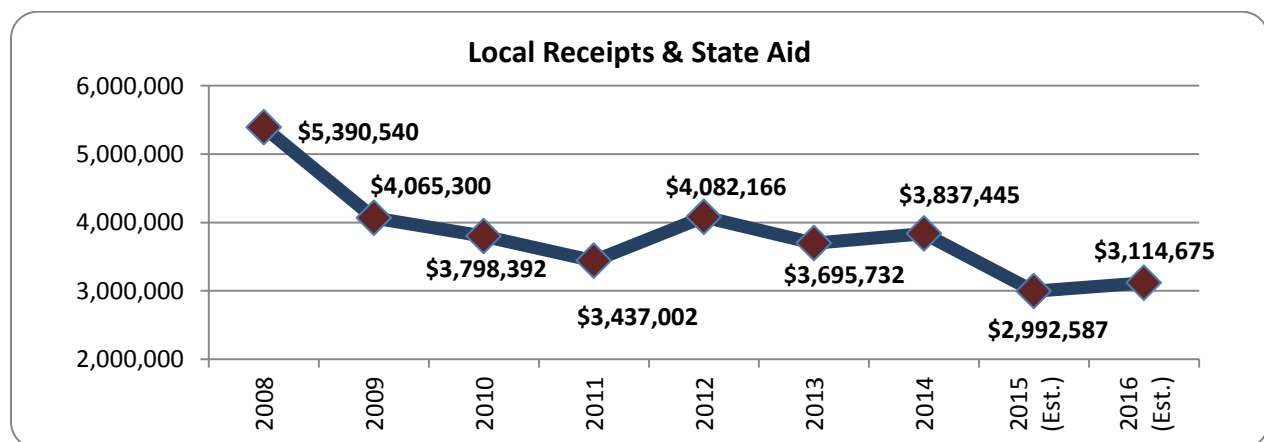
Articles 16 through 24 are non-capital money articles that total \$83,995. These articles are requests submitted by various departments/committees but are not part of the Capital Plan.

Finally the proposed Capital Improvement Plan for FY2016 is a total of \$1,169,000 of which \$354,000 will be funded from Raise & Appropriate and the remaining amount of \$815,000 will be funded from stabilization funds (\$362,307), enterprise funds (\$45,000), ambulance receipts (\$250,000) and other sources (\$157,693). For details please see the “Annual Report of the Capital Planning Committee” further in this booklet.

To offset the tax increase \$250,000 of free cash is recommended to balance the budget. This is the same amount used in FY2015. We have been reducing our dependency on free cash to balance the budget by \$75,000 per year. This year the decision was to leave the amount at \$250,000.

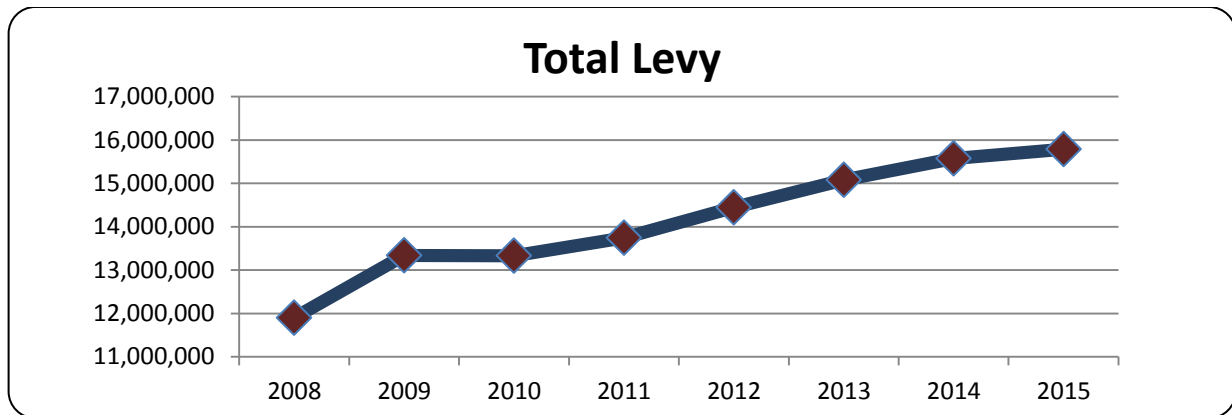
Revenue

The sources of revenue for the Town of Westminster are State Aid, Property Taxes and Local Receipts. Local Receipts can be further broken down into Landfill Receipts and Other Local Receipts. Examples of Other Local Receipts include Excise Tax, Licenses/Permits, Fees and Fines/Penalties. The following graph below shows the combined Local Receipts (including the landfill revenue estimate) and State Aid (\$3,114,675). The State Aid estimate has increased by \$42,088 for FY2016 to a total of \$763,675. This is the first time since FY2013 that State Aid has increased. It is still however, far below the amount received in FY2008 which was \$966,213. The estimate for Local Receipts has also increased by \$80,000. Overall, the FY2016 local receipts increased \$122,088 but it is significantly below the amount in FY2008 - when the landfill receipts topped over 2 million dollars. The FY2016 estimated increase in revenues has helped offset some of the budget increase mentioned above.



Revenue – Property Tax Data

The following graph shows the Total Property Tax Levied for the Town. The property tax chart shows a significant increase in FY2009 and a steady increase since FY2010.



The current tax rate is **\$18.95** per \$1,000 of valuation. The valuation of all property in Town for FY2015 is \$833,099,735. Any increase of \$100,000 in spending will increase the tax rate by approximately \$ 0.12 per \$1,000 of assessed value.

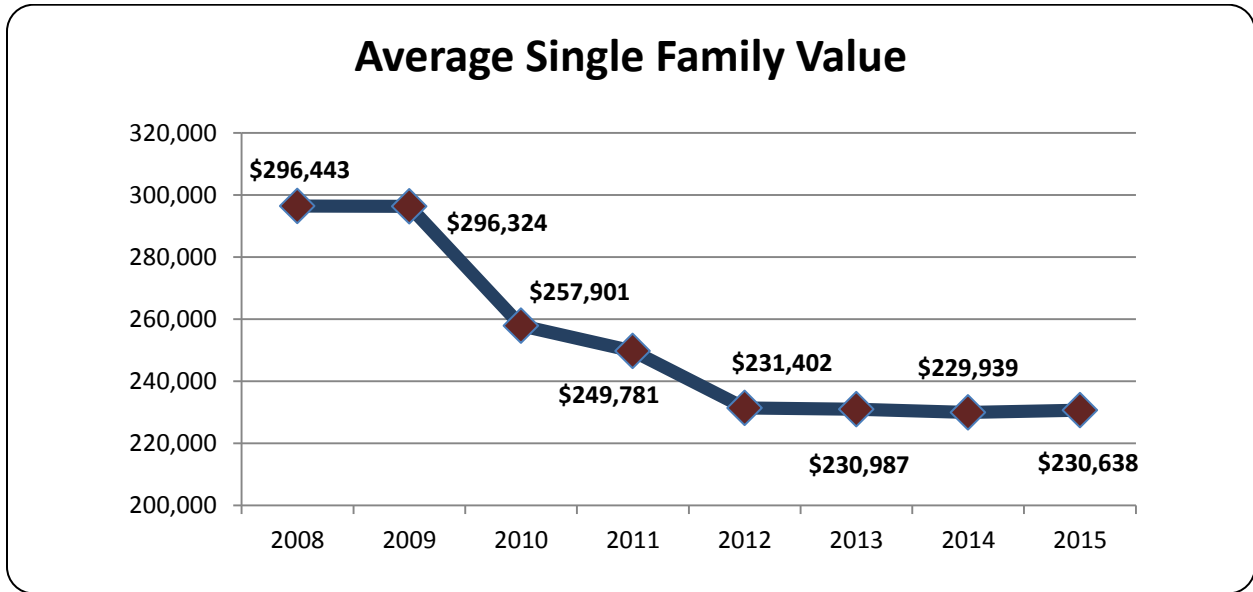
Below are the average “Single Family Home” tax bills, and the percentage of home value these tax bills represent. This is for FY2015 for some of our neighboring communities, and for some nearby communities of similar population.

Municipality (neighboring towns)	Population (2012)	Average Home Value	Tax Rate	Average Tax bill
ASHBURNHAM	6,134	\$201,657	22.28	\$ 4,493 or 2.23%
FITCHBURG*	40,411	\$155,826	20.68	\$ 3,222 or 2.07%
GARDNER	20,254	\$159,132	19.98	\$ 3,179 or 2.00%
ASHBY	3,140	\$199,459	19.68	\$ 3,925 or 1.97%
LEOMINSTER	40,989	\$214,069	19.44	\$ 4,161 or 1.94%
WESTMINSTER	7,339	\$230,638	18.95	\$4,371 or 1.90%
LUNENBURG	10,847	\$246,347	18.32	\$ 4,513 or 1.83%
PRINCETON	3,436	\$303,461	17.30	\$ 5,250 or 1.73%
Municipality (similar populations)	Population	Average Home Value	Tax Rate	Average Tax Bill
WESTMINSTER	7,339	\$230,638	18.95	\$4,371 or 1.90%
LANCASTER	7,956	\$291,504	18.76	\$ 5,469 or 1.88%
W. BOYLSTON	7,779	\$257,111	18.34	\$4,715 or 1.83%
RUTLAND	8,185	\$239,954	17.65	\$ 4,235 or 1.76%
SHIRLEY	7,546	\$256,376	17.31	\$ 4,438 or 1.73%
STERLING	7,858	\$287,237	17.29	\$ 4,966 or 1.73%
AYER*	7,688	\$272,368	14.62	\$ 3,982 or 1.46%

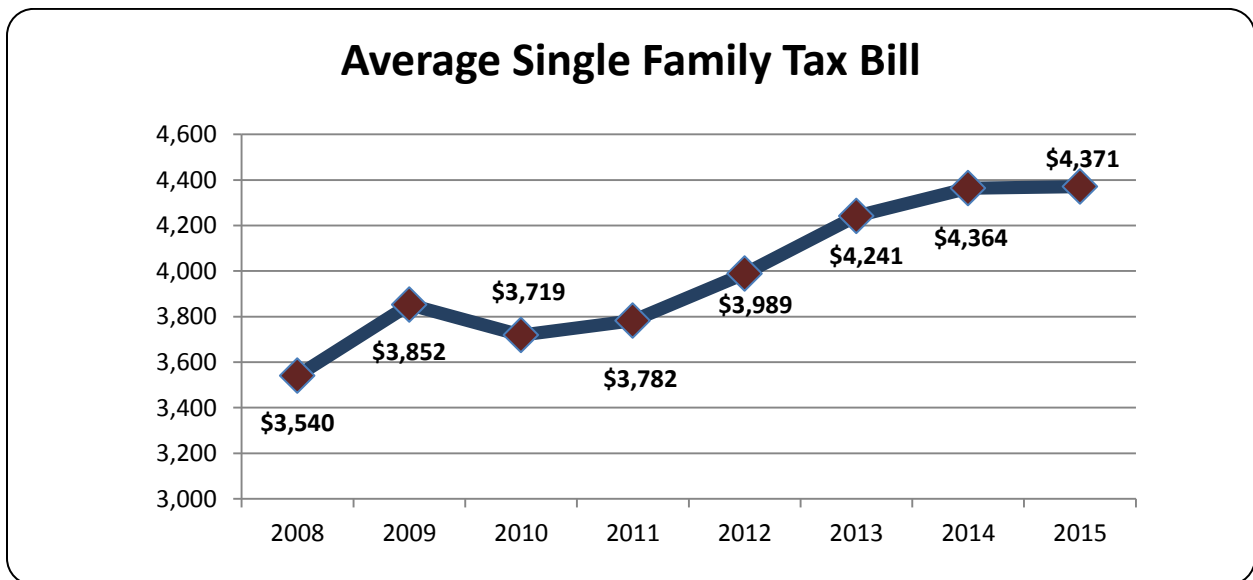
* Residential tax rate different than industrial, commercial, open space and personal property

Revenue – Property Tax Data

The following chart illustrates the average home value in the Town of Westminster over the past eight years. Home values have declined since FY2008 with the sharpest decline from FY2009 to FY2010. The last four years have remained steady.



The following chart illustrates the average single family tax bill for the Town of Westminster over the past eight years. The average single family tax bill is \$831 more than it was in FY2008 or approximately 23.5% higher.



The source for all the Property Tax Data information is from the <http://www.mass.gov/dor/local-officials/> website

Annual Report of the Capital Planning Committee

Report from the Capital Planning Committee

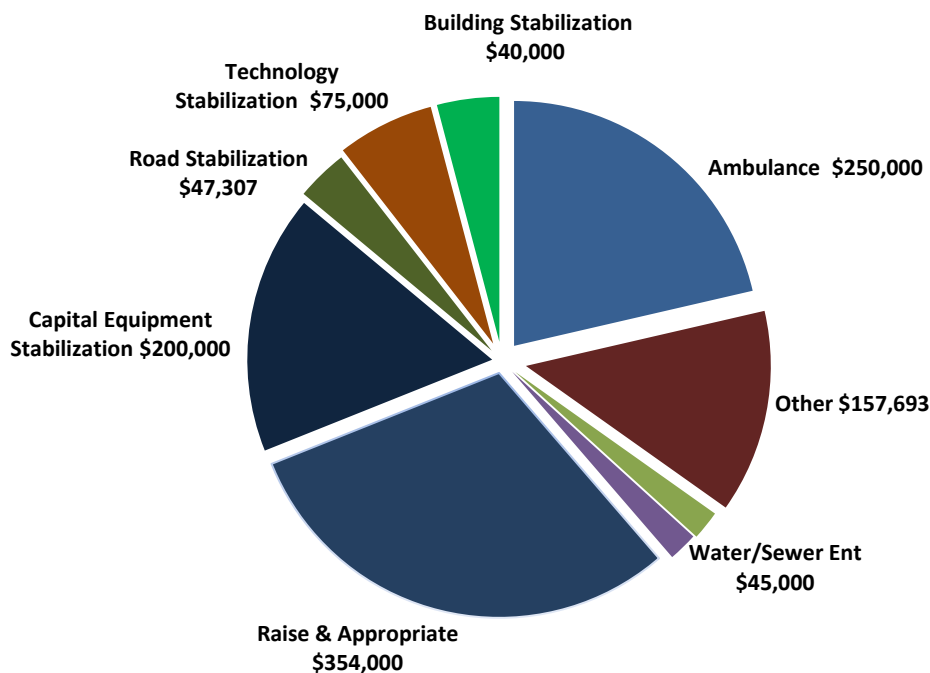
The primary focus of the Capital Planning Committee is to study, research and make recommendations on capital improvement projects. In addition the committee may develop processes and policies in order to maintain the capital improvement program. A set of financial policies have been created by the Capital Planning Committee and approved by the Board of Selectmen on October 27, 2014.

The Capital Planning Committee has met with the various department heads over the past year and developed the following five year CIP. The committee is pleased to recommend the following report to the Town of Westminster.

FY2016 Capital Plan

The proposed CIP for FY2016 totals \$1,169,000. The FY2016 CIP is funded from a combination of sources: Raise & Appropriate (taxes), Stabilization Accounts, Enterprise Funds and Other Funding (e.g. Chapter 90, Ambulance Receipts...etc). The following chart (Chart 1) illustrates the breakdown of the funding for the FY2016 Capital Plan.

Chart 1 - FY2016 Capital Funding Chart



For additional details regarding the FY2016 - FY2020 Capital Plan please see the published “Capital Improvement Plan” on the Capital Planning Committee’s web page on the Town Website at <http://www.westminster-ma.gov/>.

FY2016 Capital Plan (cont.)

The purpose of the committee is to study capital (tangible assets and projects) spending requests with a dollar value greater than \$15,000. The committee is charged with preparing annual capital spending recommendations to be submitted to the Board of Selectmen and Advisory Board and to be published in the Advisory Board booklet. The committee is also charged with developing a long range capital plan of at least five years.

The following table is the FY2016 Recommendation from the Capital Planning Committee.

Department	Project	Raise & Appropriate	Capital Equipment Stabilization	Building Maintenance Stabilization	Technology Stabilization	Road Maintenance Stabilization	Water/Sewer Enterprise	Ambulance	Other
Department of Public Works	Road Maintenance	\$200,000							
Department of Public Works	Engineering Design Rte. 140					\$47,307			\$157,693
Department of Public Works	1997 Ford 6-Wheel Truck		\$175,000						
Department of Public Works	2006 Chevrolet 2500 Pick-Up Truck						\$45,000		
Police Department	2011 Ford Taurus	\$35,000							
Police Department	2009 Ford Crown Victoria	\$43,000							
Fire Department	1999 KME Fire Engine		\$25,000						
Fire Department	2007 Ford Cut Van Ambulance							\$250,000	
Fire Department	2008 Ford Explorer	\$45,000							
Technology	Computer Replacement	\$31,000							
Technology	Dispatch Radio Equipment				\$75,000				
Schools	Roof Maintenance			\$40,000					
Totals		\$354,000	\$200,000	\$40,000	\$75,000	\$47,307	\$45,000	\$250,000	\$157,693

FY2016 Capital Plan (cont.) - Stabilization Fund Summary

The goal of the Capital Planning Committee is to develop a fiscally responsible five year CIP and identify funding sources for at least the next three years of the plan. All Capital requests will be reviewed and prioritized by the Capital Planning Committee using defined priority tables. Furthermore, the five year CIP will be utilized as a planning tool to determine future Stabilization Fund Amounts.

Part of the CIP is funded from Stabilization Funds. Maintaining adequate stabilization fund levels is important to the financial stability of the Town. The Capital Planning Committee has defined minimum levels for each stabilization fund. As the Capital Planning Committee refines the five year CIP and identifies the funding sources the stabilization fund levels will be monitored. Adjustments to the five year CIP and/or funding sources may be required if future Stabilization Fund levels drop too low. Chart 2 illustrates the stabilization fund levels from 2008 through 2014 (amount includes the Capital Equipment, Building Maintenance and Technology Stabilization Funds). Chart 3 lists the stabilization fund amounts after the Fall Town Meeting on 11/18/2014.

The stabilization fund levels have improved over the past few years with the biggest increase in the past year. The certified free cash for FY2014 was slightly over 2 million dollars. This is higher than the typical average. Contributing factors to this higher than average free cash amount was the collection of some revenue that is not expected to repeat. For example, the Town collected over \$215,000 in tax liens which was higher than estimated. The school certified a lower budget amount than what was voted in last years Annual Town meeting - the difference came back as free cash slightly over \$200,000. In addition the school was required to reduced its assessment to the Town by approximately \$260,000 (the certified amount of E&D was over the 5% allowable limit dictated by the state) . Finally, the landfill generated approximately \$246,000 more than was estimated. This influx of free cash greatly helped the stabilization fund levels and will help fund the five year CIP.

Chart 2

**Combined Amount in 3 Stabilization Funds
(Capital Equip, Building Maint and Technology)**

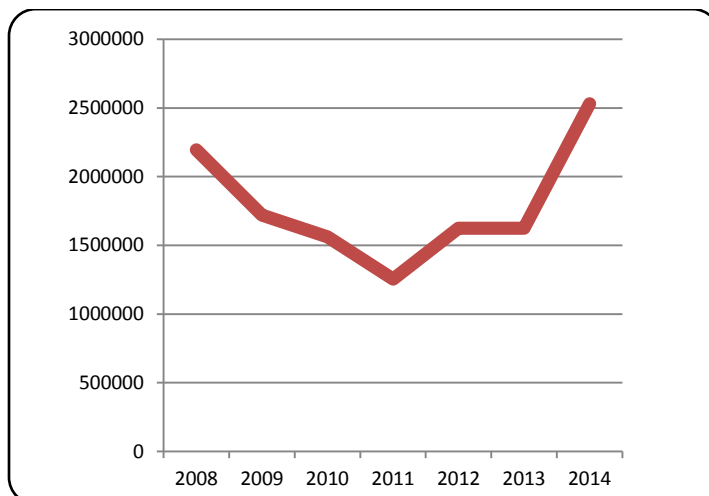
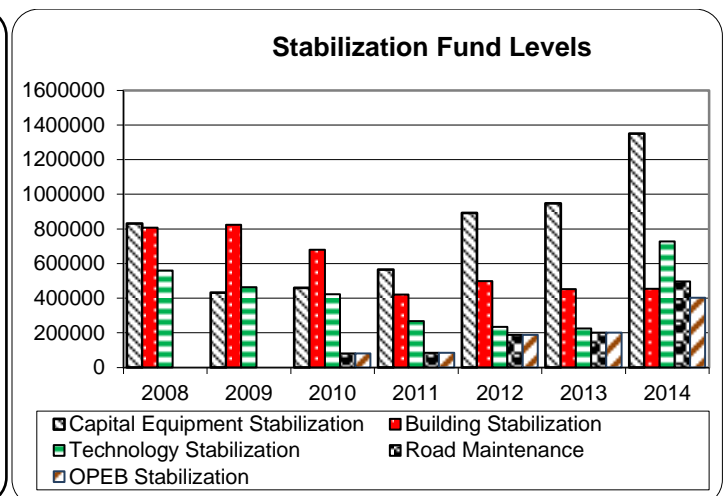


Chart 3

Stabilization Fund Amount on 11/18/2014



FY2016 Capital Plan (cont.) - Stabilization Funds - Encumbered

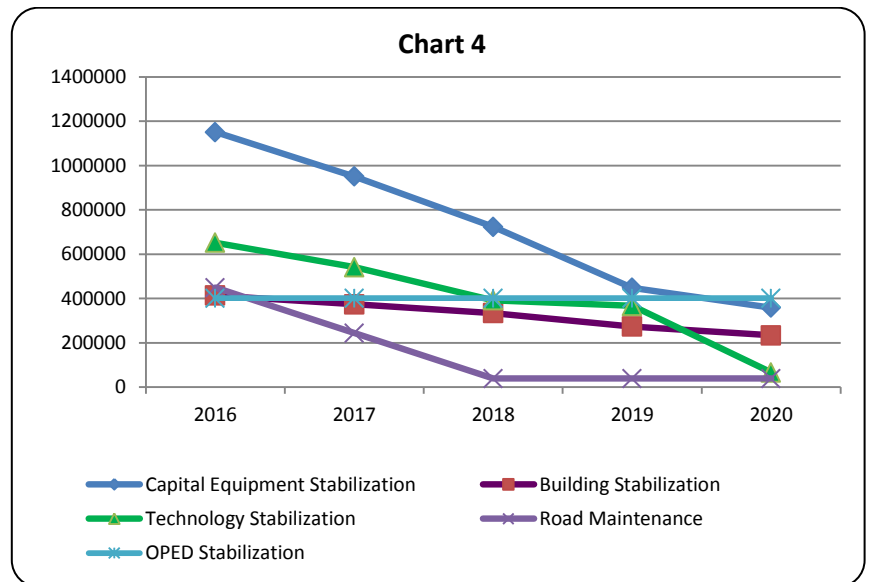
An important aspect of the Stabilization Funds is not only the current levels but also the levels over the next five years as they are used to fund the CIP. A portion of the amount in the Stabilization Funds are encumbered or reserved for future capital purchases. This encumbering of funds is essential in funding the five year CIP and ensures that not only will capital purchases happen in a timely manner but the impact of these projects have a minimum effect to the overall budget. The following Table reflects the amounts encumbered in each of the Stabilization Funds over the next five years based on the current CIP.

Table 2
Stabilization Fund Amounts Encumbered to fund the CIP

Stabilization Funds	2016	2017	2018	2019	2020	5 Year Total
Capital Equipment Stabilization	\$200,000	\$200,000	\$227,000	\$275,000	\$90,000	\$992,000
Building Maintenance Stabilization	\$40,000	\$40,000	\$40,000	\$60,000	\$40,000	\$220,000
Technology Stabilization	\$75,000	\$110,000	\$150,000	\$25,000	\$300,000	\$660,000
Road Maintenance Stabilization	\$47,307	\$205,000	\$205,000			\$457,307
OPEB Stabilization						

Taking into account the future Stabilization Fund encumbrances the chart on the right shows the impact to the fund levels.

The fund levels will decline if no additional money is transferred back into the Stabilization Funds. This is an important factor to understand when considering the Stabilization Fund levels. Each year the Town votes to transfer money back into the Stabilization Funds from the Certified Free Cash.



The amount transferred back into the Stabilization Funds is something that the Capital Planning Committee recommends based on the five year CIP. The amount transferred into the Stabilization Funds is part of a plan based on what is expected to be used in the future

FY2016 Capital Plan (cont.) - Debt Summary

A comprehensive CIP involves a strategy that includes a debt management plan. The debt management plan should be developed to meet the financing needs of the Town in a cost effective manner, taking into account Town priorities, as well as legal, financial, and structural considerations. The Capital Planning Committee has defined a debt policy to ensure that debt is managed within sustainable levels based upon annual revenues.

The following Tables below show the current five year debt projections: (updated on 3/11/15). The information is broken into two tables to show debt excluded vs non-debt excluded projects.

Table 3
Debt Summary - 5 year projection

Description	Date of Vote	Debt Excluded	Amount Issued	Debt Matured	FY2016	FY2017	FY2018	FY2019	FY2020
*Sewer Extension Bond	4/15/2004	Yes	\$3,515,000	FY2019	\$235,000	\$235,000	\$230,000	\$230,000	
*Sewer Extension Bond – Int					\$37,660	\$18,860	\$9,545	\$4,773	
Wastewater Mgmt Plan Bond	11/16/2005	Yes	\$343,116	FY2016	\$37,636				
Wastewater Mgmt Plan – Int					\$405				
Senior Center Bond	4/1/2015	Yes	\$2,830,100	FY2030	\$195,100	\$190,000	\$190,000	\$190,000	\$190,000
Senior Center Bond - Int					\$68,702	\$64,800	\$61,000	\$57,200	\$53,400
**South Street Water Main	5/1/2010	No	\$500,000	FY2017	\$100,000	\$100,000			
**South Street Water - Int					\$2,000	\$1,000			
**Water Main Replacement	2/6/2013	No	\$600,000	FY2019	\$120,000	\$120,000	\$120,000	\$120,000	
**Water Main Replace - Int					\$2,400	\$1,800	\$1,200	\$600	
***Septic Management Plan	5/4/2013	No	\$300,000		\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
***Septic Management - Int					\$3,000				
South Street Redesign	3/1/2011	No	\$350,000	FY2016	\$87,500				
South Street Redesign - Int					\$875				
2014 KME Fire Engine	7/10/2013	No	\$550,000	FY2019	\$110,000	\$110,000	\$110,000	\$110,000	
2014 KME Fire Engine - Int					\$2,376	\$1,815	\$1,210	\$605	
Town Hall Bond	5/1/2007	No	\$3,700,000	FY2017	\$370,000	\$370,000			
Town Hall Bond - Int					\$29,600	\$14,800			

* 50% paid through betterment

** Water Receipts Reserve

***Authorized and Unissued Debt

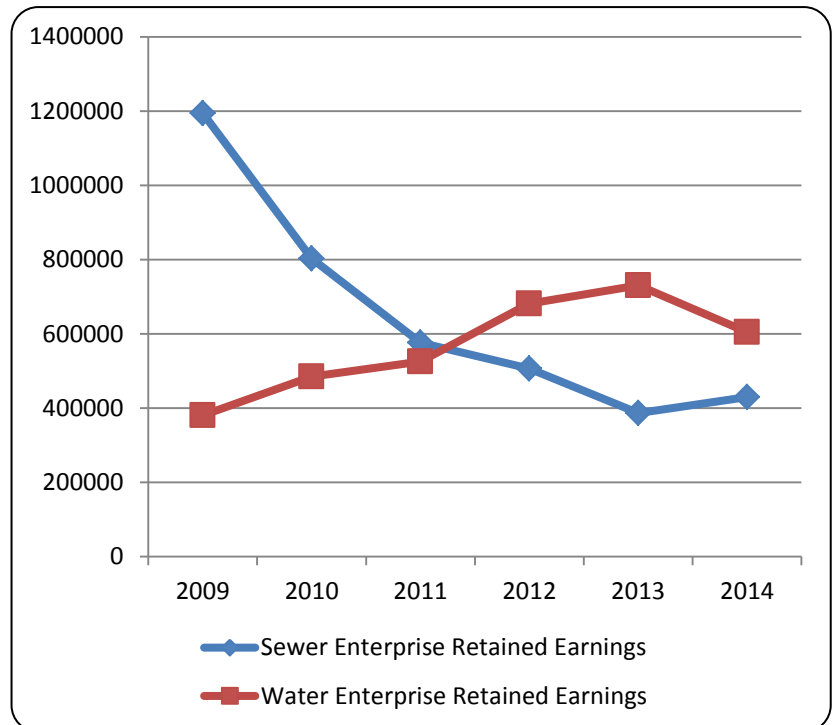
FY2016 Capital Plan (cont.) - Enterprise Funds

Enterprise funds establish a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods and services. The Town has three enterprise funds (water, sewer and transfer station). Some of the items on the CIP are funded by the enterprise funds. For example, if a pick up truck used by the water/sewer department is in need of replacement, then the funding for a new truck would come from the water and sewer enterprise funds. In addition some items on the debt schedule are funded or partially funded by the enterprise funds (this is noted on the debt schedule - see previous page).

Similar to the stabilization funds, the enterprise fund levels must be maintained at adequate levels for financial stability. The chart on the right shows the Sewer & Water Enterprise levels from 2009 to 2014.

The Water Enterprise Fund level has increased from \$380,726 in 2009 to \$605,027 in 2014. On the other hand the Sewer Enterprise Fund level has declined since 2009. In 2009 the Sewer Enterprise fund was slightly under 1.2 million dollars. In 2014 the fund is at \$430,256. The Sewer Enterprise fund did increase from 2013 to 2014.

In FY2013 approximately 47% of the Sewer Enterprise expenditures went to collection charges paid to the City of Fitchburg. Another 26% was used to pay the debt for the sewer extension bond. The sewer expansion bond debt matures in FY2019 which will benefit the Sewer Enterprise fund by eliminating the debt payment.



Overall, the status of the Town's financial position is positive. The stabilization funds have been restored to adequate levels and the Town now has an adopted policy addressing these funds and their minimum levels. In addition the five year CIP is successfully leveraging these funds for future capital expenses and thus keeping the amount needed to raise & appropriate from taxes consistent year over year. The Town debt levels are expected to decrease in FY2018 once the bond for the Town Hall is retired. Finally, the Enterprise Fund levels are being monitored and the long range plan is to grow these levels in order to support future capital projects.



ANNUAL TOWN MEETING WARRANT

WORCESTER, SS.

To either of the Constables of the TOWN OF WESTMINSTER in the County of Worcester, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and in Town affairs, to meet at the

**WESTMINSTER ELEMENTARY SCHOOL
9 ACADEMY HILL ROAD
WESTMINSTER, MASSACHUSETTS
on
SATURDAY, MAY 2, 2015
AT 1:00 P.M.**

then and there to vote on the following articles:

CUSTOMARY ARTICLES

ARTICLE 1. To see if the Town will vote to authorize the Board of Selectmen to enter into a contract with the Massachusetts Department of Transportation or other appropriate state agency for the construction and maintenance of public highways for the ensuing fiscal year, or act in relation thereto.

(Advisory Board and BOS Unanimously Approves)

ARTICLE 2. To see if the Town will vote pursuant to Chapter 40, section 4 of the General Laws to authorize the Board of Selectmen to enter into any and all contracts on behalf of the Town for the ensuing fiscal year unless otherwise provided by law, on such terms and conditions as it deems to be in the best interests of the Town, or act in relation thereto.

(Advisory Board and BOS Unanimously Approves)

ARTICLE 3. To hear reports of any committees appointed to act on Town affairs or in its behalf.

(Advisory Board and BOS Unanimously Approves)

ARTICLE 4. To see if the Town will vote to authorize the establishment of a Hazardous Materials Recovery Revolving Account as provided for under section 53E1/2 of Chapter 44 of the Massachusetts General Laws, into which account receipts for charges to responsible parties for the disposal of hazardous materials collected pursuant to Chapter 251, section 8 of the Town Bylaws shall be deposited, and to authorize the Fire Chief to expend funds received and deposited into said account for the purpose of paying expenses incurred by the Fire Department for the recovery and disposal of hazardous materials, and that the total amount which may be expended in the current fiscal year for this purpose shall not exceed \$12,000, or act in relation thereto.

(Advisory Board and BOS Unanimously Approves)

ARTICLE 5. To see if the Town will vote to authorize the establishment of an Agricultural Commission Programs Revolving Account as provided for under section 53E1/2 of Chapter 44 of the Massachusetts General Laws, into which account shall be deposited receipts received as payment for all programs and activities of the Agricultural Commission and from which account expenditures reasonably related to the programs and activities may be made by the Agricultural Commission; the total amount which may be expended in the current fiscal year for this purpose shall not exceed \$10,000, or act in relation thereto.

(Advisory Board and BOS Unanimously Approves)

ARTICLE 6. To see if the Town will vote to authorize the establishment of a Board of Health Public Health Clinic and Emergency Response Revolving Account as provided for under section 53E1/2 of Chapter 44 of the Massachusetts General Laws, into which account shall be deposited receipts received by the Board of Health as payment for purchasing and administering flu and other vaccines and medications, and from which account expenditures reasonably related to the administering of such programs by the Board of Health may be made; the total amount which may be expended in the current fiscal year for this purpose shall not exceed \$25,000, or act in relation thereto. *(Advisory Board and BOS Unanimously Approves)*

OPERATING BUDGETS

ARTICLE 7. To see if the Town will vote to fix the compensation of officers, provide for a Reserve Fund, and determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, for the ensuing fiscal year, or act in relation thereto.

(Amount requested: \$19,081,350)

(Advisory Board and BOS Unanimously Approves)

ACCOUNT NAME AND NUMBER	DESCRIPTION	FY2015 APPROVED	FY2016 REQUESTED	FY2016 RECOMMENDED	% Change	% of Budget	COMMENTS
Town Moderator 114	Salary Expenses	0	0	0			
Selectmen 122	Temporary Labor Salaries Expenses Lease Copiers Johnny Appleseed	4,000 0 4,500 12,000 10,000	4,000 0 4,500 12,000 10,000	4,000 0 4,500 12,000 10,000			
		30,500	30,500	30,500	0.0%	0.2%	
Town Administration 129	Salaries Expenses	123,046 3,175	127,663 3,175	127,663 3,175			
		126,221	130,838	130,838	3.7%	0.7%	
Advisory Board 131	Expenses	3,185 3,185	3,185 3,185	3,185 3,185	0.0%	0.0%	
Reserve Fund 132	Expenses	60,000 60,000	60,000 60,000	60,000 60,000	0.0%	0.3%	
Accountant 135	Salaries Expenses	73,827 31,390	75,841 31,400	75,841 31,400			
		105,217	107,241	107,241	1.9%	0.6%	
Assessors 141	Stipends Salaries Expenses	0 49,290 17,450	0 51,328 17,450	0 51,328 17,450			
		66,740	68,778	68,778	3.1%	0.4%	
Treasurer/Collector 147	Stipend Salaries Expenses	1,000 122,426 9,526	1,000 125,462 9,526	1,000 125,462 9,526			
		132,952	135,988	135,988	2.3%	0.7%	
Legal 151	Expenses	67,500 67,500	77,500 77,500	77,500 77,500	14.8%	0.4%	
Personnel Admin. 152	Salaries Expenses	41,034 9,400	43,117 9,400	43,117 9,400			
		50,434	52,517	52,517	4.1%	0.3%	

ACCOUNT NAME AND NUMBER	DESCRIPTION	FY2015 APPROVED	FY2016 REQUESTED	FY2016 RECOMMENDED	% Change	% of Budget	COMMENTS
Data Processing 155	Expenses	71,000	83,050	83,050			Increase in contractual services
		71,000	83,050	83,050	17.0%	0.4%	
Town Clerk 161	Stipend	1,175	1,175	1,175			
	Salaries	81,317	83,763	83,763			
	Expenses	7,075	7,375	7,375			
		89,567	92,313	92,313	3.1%	0.5%	
Elections 164	Stipend	600	600	600			
	Salaries	4,770	5,185	5,185			
	Expenses	11,930	9,680	9,680			
		17,300	15,465	15,465	-10.6%	0.1%	
Conservation 171	Salary	20,698	21,718	21,718			
	Expenses	1,050	1,050	1,050			
		21,748	22,768	22,768	4.7%	0.1%	(Transfer \$3,000 from Wetlands Fees)
Town Planner 172	Salary	65,772	69,113	69,113			
	Expenses	3,000	2,750	2,750			
		68,772	71,863	71,863	4.5%	0.4%	
Planning Board 175	Salary	0	0	0			
	Expenses	1,200	1,000	1,000			
		1,200	1,000	1,000	-16.7%	0.0%	
Board of Appeals 176	Salary	1,600	1,600	1,600			
	Expenses	500	500	500			
		2,100	2,100	2,100	0.0%	0.0%	
Economic Development 182	Expenses	750	700	700			
		750	700	700	-6.7%	0.0%	
Public Buildings and Property 192	Salaries	94,697	97,659	97,659			Includes estimated utility
	Expenses	229,550	243,300	243,300			increases for new senior center
		324,247	340,959	340,959	5.2%	1.8%	
Town Report 195	Expenses	2,000	2,000	2,000			
		2,000	2,000	2,000	0.0%	0.0%	
Crocker Pond 199	Salaries	14,800	17,000	17,000			Includes new part-time position to issue stickers
	Expenses	7,655	6,655	6,655			(10 hrs/wk.)
		22,455	23,655	23,655	5.3%	0.1%	

ACCOUNT NAME AND NUMBER	DESCRIPTION	FY2015 APPROVED	FY2016 REQUESTED	FY2016 RECOMMENDED	% Change	% of Budget	COMMENTS
Police/Dispatch 210	Salaries	1,443,496	1,562,894	1,562,894			
	Expenses	227,303	232,604	232,604			
		1,670,799	1,795,498	1,795,498	7.5%	9.4%	
Fire 220	Salaries	783,334	768,051	768,051			(FY13 pay rates; in negotiations)
	Expenses	117,330	122,151	122,151			
		900,664	890,202	890,202	-1.2%	4.7%	
Ambulance 231	Salaries	112,844	113,950	113,950			
	Expenses	81,610	89,060	89,060			
		194,454	203,010	203,010	4.4%	1.1%	Transfer from Ambulance Receipts Reserved for appropriation; any remaining balance to revert back at end of year
Emergency Management (299)	Stipend	1,000	1,000	1,000			
	Expenses	11,985	11,985	11,985			
		12,985	12,985	12,985	0.0%	0.1%	
Building Dept. 241	Salaries	137,809	140,424	140,424			
	Expenses	12,950	15,700	15,700			
		150,759	156,124	156,124	3.6%	0.8%	
Animal Control 292	Salary	0	0	0			
	Expenses	35,205	35,205	35,205			
		35,205	35,205	35,205	0.0%	0.2%	
Tree Warden 294	Salary	2,000	2,000	2,000			
	Expenses	17,600	17,600	17,600			
		19,600	19,600	19,600	0.0%	0.1%	
K-12 Schools 390	Contribution to Fndn. Budget	6,392,497	6,469,813	6,469,813			
	Additional Funds	1,248,946	1,419,297	1,256,078			\$163,219 difference between requested and recommended presented in Article 11
	Transportation	554,720	594,028	594,028			
	Comm. Serv.	4,301	4,244	4,244			
	Stabilization	53,760	0	0			
	Capital		40,000				\$40,000 for WES roof repairs presented in Article 37
	Subtotal-Operating	8,254,224	8,527,382	8,324,163	0.8%		
	Meetinghouse & Overlook Debt	0	0	0			
	WES Bond	310,353	301,215	301,215			
	Oakmont Bond	296,856	283,984	283,984			
	Oakmont Field Bond	60,540					
	Subtotal-Debt	667,749	585,199	585,199	-12.4%		
	SUB-TOTAL K-12	8,921,973	9,112,581	8,909,362	-0.1%	46.7%	

ACCOUNT NAME AND NUMBER	DESCRIPTION	FY2015 APPROVED	FY2016 REQUESTED	FY2016 RECOMMENDED	% Change	% of Budget	COMMENTS
Monty Tech 390	Foundation State Minimum	701,665	716,205	716,205			
	Additional Funds	21,475					
	Transportation	26,161	46,187	46,187			
	Capital	0	0	0			
	Bonds	12,725	13,149	13,149			
	Sub-Total MTech	762,026	775,541	775,541	1.8%	4.1%	
Total Schools, 390	Total Schools	9,683,999	9,888,122	9,684,903	0.0%	50.8%	
Highway Admin. 421	Salaries	258,731	265,201	265,201			
		258,731	265,201	265,201	2.5%	1.4%	
Highway Dept. 422	Salaries	498,188	516,112	516,112			
	Expenses	248,050	248,550	248,550			
		746,238	764,662	764,662	2.5%	4.0%	
Snow and Ice Control 423	Salaries	52,000	52,000	52,000			
	Expenses	298,100	298,100	298,100			
		350,100	350,100	350,100	0.0%	1.8%	
Street Lighting 424	Expenses	22,000	22,000	22,000			
		22,000	22,000	22,000	0.0%	0.1%	
Cemetery Dept. 491	Salaries	94,416	96,681	96,681			
	Expenses	12,515	12,515	12,515			
		106,931	109,196	109,196	2.1%	0.6%	
Health Dept. 510	Stipends	0	0	0			
	Salaries	113,840	116,669	116,669			
	Expenses	6,680	6,680	6,680			
		120,520	123,349	123,349	2.3%	0.6%	
Council on Aging 541	Salaries	25,711	38,754	28,054			Requesting full-time assistant (from 19 to 35 hrs./wk.)
	Expenses	12,050	12,050	12,050			
		37,761	50,804	40,104	6.2%	0.2%	
Veteran's Services 543	Salaries	5,182	7,388	7,388			Increased office hours and training
	Expenses	645	895	895			
		5,827	8,283	8,283	42.1%	0.0%	
Veteran's Assistance 544	Expenses	59,000	70,000	70,000			
		59,000	70,000	70,000	18.6%	0.4%	

ACCOUNT NAME AND NUMBER	DESCRIPTION	FY2015 APPROVED	FY2016 REQUESTED	FY2016 RECOMMENDED	% Change	% of Budget	COMMENTS
MART 549	Salaries	74,364	72,932	72,932			Went from full-time to part-time van drivers
	Expenses	12,250	12,250	12,250			
		86,614	85,182	85,182	-1.7%	0.4%	
Library 610	Salaries	228,096	238,296	238,296			
	Expenses	113,770	115,520	115,520			
		341,866	353,816	353,816	3.5%	1.9%	
Recreation Dept. 630	Salaries	15,000	16,920	16,920			
	Expenses	14,475	14,475	14,475			
		29,475	31,395	31,395	6.5%	0.2%	
Concerts 631	Expenses	3,000	3,000	3,000			
		3,000	3,000	3,000	0.0%	0.0%	
Hager Park Comm. 661	Expenses	250	250	250			
		250	250	250	0.0%	0.0%	
Historical Comm. 691	Expenses	1,280	1,280	1,280			
		1,280	1,280	1,280	0.0%	0.0%	
Memorial Day 692	Expenses	1,200	1,200	1,200			
		1,200	1,200	1,200	0.0%	0.0%	
Care of Town Clock 699	Expenses	250	250	250			
		250	250	250	0.0%	0.0%	
Town Debt Retirement 710	South Street Redesign	87,500	87,500	87,500			
	Senior Center Design	26,700					
	Town Hall	370,000	370,000	370,000			
	Wastewater Mgmt.	36,890	37,636	37,636			
	Fire Truck	110,000	110,000	110,000			
	Senior Center Bond		195,100	195,100			
	Engman Conservation						
	Restriction	14,725					
	Total Expenses	645,815	800,236	800,236	23.9%	4.2%	VOTE AS ONE LINE ITEM

ACCOUNT NAME AND NUMBER	DESCRIPTION	FY2015 APPROVED	FY2016 REQUESTED	FY2016 RECOMMENDED	% Change	% of Budget	COMMENTS
Town Debt Interest 750	South Street Redesign	1,750	875	875			
	Senior Center Design	1,068					
	Town Hall Bond	48,100	29,600	29,600			
	Wastewater Mgmt.	1,206	405	405			
	Short Term Borrowing	5,000	5,000	5,000			
	Senior Center Bond	18,700	68,702	68,702			
	Fire Truck	3,025	2,376	2,376			
	Septic Management Program	3,000	3,000	3,000			
	Engman Conservation Restriction	1,198					
	Total Expenses	83,047	109,958	109,958	32.4%	0.6%	VOTE AS ONE LINE ITEM
Regional Plan. Council 840	Expenses	2,253	2,309	2,309			
		2,253	2,309	2,309	2.5%	0.0%	
Other Employee Benefits	Salaries	50,000	0	0			
Retirement and Pensions 911	Expenses	528,022	664,632	664,632			
		528,022	664,632	664,632	25.9%	3.5%	
Group Health Insurance 914	Expenses	807,000	845,000	845,000			
		807,000	845,000	845,000	4.7%	4.4%	
Group Life Insurance 915	Expenses	4,000	4,000	4,000			
		4,000	4,000	4,000	0.0%	0.0%	
Other Insurance 945	Expenses	3,500	3,500	3,500			Unemployment
		28,000	30,000	30,000			Workman's Compensation
		195,000	210,000	210,000			Property and Liability (added Senior Ctr.)
		56,000	60,000	60,000			Fire/Police Accident
		2,500	2,500	2,500			Deductibles
		285,000	306,000	306,000	7.4%	1.6%	VOTE AS ONE LINE ITEM
BUDGET TOTALS		18,508,533	19,295,269	19,081,350	3.1%	100.0%	

The Warrant (cont'd)

ARTICLE 8. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Sewer Enterprise, or act in relation thereto.

(Amount requested: \$1,139,635) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 9. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Water Enterprise, or act in relation thereto.

(Amount requested: \$779,261) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Solid Waste Transfer Facility Enterprise, or act in relation thereto.

(Amount requested: \$273,300) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 11. To see if the Town will vote to raise and appropriate a supplemental sum of money for the operating budget of the Ashburnham-Westminster Regional School District, in addition to the sum voted under Article 7 for said operating budget, provided that approval of this supplemental appropriation shall be contingent upon the Town of Ashburnham also appropriating a supplemental sum over and above its approval of the Fiscal Year 2015 District operating budget, or act in relation thereto.

(Amount requested: \$163,219) (*Advisory Board and BOS will vote prior to the Annual Town Meeting*)

CUSTOMARY MONEY ARTICLES

ARTICLE 12. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money for the Conservation Fund as provided for in Section 8C of Chapter 40 of the General Laws, or act in relation thereto.

(Amount requested: \$1,000) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 13. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money for the Westminster Cultural Council, or act in relation thereto.

(Amount requested: \$2,000) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 14. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund a portion of the cost of retaining a professional consultant to perform the revaluation of real and personal property in the Town as required under Massachusetts General Laws, or act in relation thereto.

(Amount requested: \$50,000) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 15. To see if the Town will vote to transfer a sum of money from Free Cash to reduce the Fiscal Year 2015 tax rate, or act in relation thereto.

(Amount requested: \$250,000) (*Advisory Board and BOS Unanimously Approves*)

NON-CAPITAL MONEY ARTICLES

ARTICLE 16. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be spent under the direction of the Town Planner to hire a professional planning consultant to assist the Planning Board in drafting standards for a new Village Center Zoning District for the Town Center, or act in relation thereto.

(Amount requested: \$7,000) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 17. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be spent under the direction of the Historical Commission to hire an architectural preservationist to research and prepare applications to list homes on the State Register of Historical Places, or act in relation thereto.

(Amount requested: \$2,000) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 18. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be spent under the direction of the Police Chief for the purchase and installation of a commercial grade air conditioner for the 911/server room at the Police station, or act in relation thereto. (Amount requested: \$10,500) (*Advisory Board Majority Approves and BOS Unanimously Approves*)

ARTICLE 19. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be spent under the direction of the Police Chief to provide Juvenile Specialist training and services, or act in relation thereto. (Amount requested: \$30,000) (*Advisory Board Majority Approves and BOS Unanimously Approves*)

ARTICLE 20. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be spent under the direction of the Fire Chief to replace the pump on Tower 1 (ladder truck), or act in relation thereto. (Amount requested: \$8,000) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 21. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be spent under the direction of the Town Administrator to replace a set of air conditioning compressors at the Town Hall, or act in relation thereto. (Amount requested: \$12,000) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 22. To see if the Town will vote to raise and appropriate a sum of money for the OPEB Stabilization Account, or act in relation thereto. (2/3 Vote required) (Amount requested: \$10,000) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 23. To see if the Town will vote to transfer a sum of money from the “Giles Fund” for the purpose of funding an Emergency Home Heating Assistance program for the 2015-2016 heating season, with any unused balance from this transfer reverting to the Fund at the end of the fiscal year, or act in relation thereto. (Amount requested: \$3,200) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 24. To see if the Town will vote to appropriate a sum of money to be spent under the direction of the Forbush Memorial Library Board of Trustees for the improvement of the library building and grounds; said amount to be transferred from the balance remaining in Article 19 of the May 5, 2012 Annual Town Meeting (insurance appraisals for library items), or act in relation thereto. (Current amount in article: \$1,295) (*Advisory Board and BOS Unanimously Approves*)

CAPITAL ARTICLES

ARTICLE 25. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to be spent under the direction of the Public Works Commission for oiling, sealing, resurfacing, installing drainage and guardrail, removing trees/brush, or other such activities related to the reconstruction of town roads, or act in relation thereto. (Amount requested: \$200,000) (*Advisory Board, Capital Planning and BOS Unanimously Approves*)

ARTICLE 26. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or appropriate by borrowing a sum of money for engineering, design and construction services to improve Bathrick Road to include paving and applicable drainage from the intersection with Town Farm Road and the beginning of the paved area near Newcomb Road. (SUBMITTED BY CITIZENS’ PETITION) (Amount requested: \$803,072) (*Advisory Board, Capital Planning and BOS Unanimously Oppose*)(*This is not on the Capital Plan*)

ARTICLE 27. To see if the Town will vote to raise and appropriate, transfer from available funds, or appropriate by borrowing a sum of money to be spent under the direction of the Public Works Commission for engineering and designing improvements for Route 140, from Narrows Road to the Princeton town line, or act in relation thereto. (Amount requested: \$615,000) (*Advisory Board Majority Approves, Capital Planning and BOS Unanimously Approves*)

ARTICLE 28. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be spent under the direction of the Public Works Director for the purchase of a 6-wheel truck and related equipment for the Highway Department, said appropriation to include the trade-in of a 1997 Ford 6-wheel truck, or act in relation thereto. (Amount requested: \$175,000)

(Advisory Board, Capital Planning and BOS Unanimously Approves)

ARTICLE 29. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be spent under the direction of the Public Works Director to purchase a new pickup truck with related equipment for the Water and Sewer Departments, said appropriation to include the trade-in of a 2006 Chevrolet 2500 pickup truck, or act in relation thereto. (Amount requested: \$45,000)

(Advisory Board, Capital Planning and BOS Unanimously Approves)

ARTICLE 30. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be spent under the direction of the Police Chief to purchase a police vehicle with related equipment, said appropriation to include the trade-in of one Police Department vehicle, or act in relation thereto. (Amount requested: \$35,000)

(Advisory Board, Capital Planning and BOS Unanimously Approves)

ARTICLE 31. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be spent under the direction of the Police Chief to purchase a police vehicle with related equipment, said appropriation to include the trade-in of one Police Department vehicle, or act in relation thereto. (Amount requested: \$43,000)

(Advisory Board, Capital Planning and BOS Unanimously Approves)

ARTICLE 32. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be spent under the direction of the Fire Chief to refurbish Engine 1, or act in relation thereto. (Amount requested: \$25,000)

(Advisory Board, Capital Planning and BOS Unanimously Approves)

ARTICLE 33. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be spent under the direction of the Fire Chief to purchase a new vehicle with related equipment, said appropriation to include the trade-in of a 2008 Ford Explorer, or act in relation thereto. (Amount requested: \$45,000) *(Advisory Board, Capital Planning and BOS Unanimously Approves)*

ARTICLE 34. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be spent under the direction of the Fire Chief to purchase a new ambulance with related equipment, said appropriation to include the trade-in of a 2007 Ford ambulance, or act in relation thereto. (Amount requested: \$250,000) *(Advisory Board, Capital Planning and BOS Unanimously Approves)*

ARTICLE 35. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for ongoing computer system updates and technology-related items for the various town departments; said amount to be expended under the direction of the Town Administrator, or act in relation thereto. (Amount requested: \$31,000)

(Advisory Board, Capital Planning and BOS Unanimously Approves)

ARTICLE 36. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to create a public safety communications network connection using microwave radio technology, or act in relation thereto. (Amount requested: \$75,000)

(Advisory Board, Capital Planning and BOS Unanimously Approves)

ARTICLE 37. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be spent under the direction of the Ashburnham-Westminster Regional School District to make roof repairs at Westminster Elementary School, or act in relation thereto.

(Amount requested: \$40,000) *(Advisory Board, Capital Planning and BOS Unanimously Approves)*

MISCELLANEOUS ARTICLES

ARTICLE 38. To see if the Town will vote to amend the Agreement between the Towns of Ashburnham and Westminster, Massachusetts as pertains to the Ashburnham-Westminster Regional School District, a copy of which has been placed on file with the Town Clerk, or act in relation thereto.
(Advisory Board and BOS will vote prior to the Annual Town Meeting)

ARTICLE 39. To see if the Town will vote to amend the vote taken under Article 26 of the May 1, 2007 Annual Town Meeting to create a Bylaw Review Committee, by increasing the number of citizens-at-large on the committee, or act in relation thereto.
(Advisory Board Unanimously Approves and the BOS will vote prior to the Annual Town Meeting)

ARTICLE 40. To see if the Town will vote to transfer the care, custody, management and control of the town-owned tax possession property located on Fitchburg Road identified on Assessors' Map 115 Lot 1 (Sawmill Pond) from the Board of Selectmen for the general purposes for which it is currently held, to the Conservation Commission to be held for conservation purposes, or act in relation thereto. (2/3 vote required)
(Advisory Board Majority Approves and BOS Unanimously Approves)

ARTICLE 41. To see if the Town will vote to amend the Westminster Zoning Bylaw (Chapter 205 of the Code of the Town of Westminster, Massachusetts) by adding a definition for "loading area" to Article II, "Definitions," and by replacing the current Article VIII, "Off-Street Parking," with a newly titled Article VIII, "Off-Street Parking and Loading Requirements," as follows, or act in relation thereto:

Add to Article II (Definitions):

LOADING AREA: An off-street area for the loading and unloading of goods and materials from a vehicle.

New Article VIII (changes denoted by underlining):

ARTICLE VIII

Off-Street Parking and Loading Requirements

§ 205-27. Requirements to be met

Parking and loading standards for the Commercial-III Downtown District shall be determined by the appropriate permitting authority on a case by case basis. For all other zoning districts, the following parking and loading standards shall apply.

No land shall be used and no building or structure shall be erected, enlarged or used unless the off-street parking and loading space requirements are provided as specified in this section. For the purpose of this section, an enlargement of any building shall require the provision of off-street parking and loading for the existing building as if it were newly constructed if the floor area of any building existing upon adoption of this chapter is increased by more than 5%.

§ 205-28. Computation of required spaces

Where the computation of required parking space results in a fractional number, only the fraction of one-half (1/2) or more shall be counted as one.

§ 205-29. Location of spaces

With the exception of approved shared parking arrangements for uses within the commercial zoning

districts, required off-street parking facilities shall be provided on the same lot as the principal use they are designed to serve.

Parking areas for commercial uses shall be located in the rear of the primary building, unless the owner can demonstrate that this is not reasonably feasible owing the shape of the building, shape of the lot or other factors approved by the Planning Board.

For commercial zoning districts, shared parking areas may be permitted by the Planning Board subject to Site Plan Approval, for the purpose of servicing two (2) or more principle uses on separate lots provided that:

A. Evidence is submitted that parking is available within four hundred (400) feet of the premises if the lot satisfies the parking requirements of this Bylaw and has excess capacity during all or part of the day.

B. A proposed contract, agreement or suitable legal instrument acceptable to the Planning Board shall be filed specifying the location of all spaces to be jointly used, the number of such spaces, the hours during the day that such parking is available, and the duration of limit, if any on such parking.

C. Any reduction in area required for parking because of these joint use provisions may be required to be reserved for landscaped open space.

D. Nothing in this section shall relieve the owner from providing parking facilities in accordance with this Bylaw if subsequently the joint use of parking facilities shall terminate.

§ 205-30. Abutting Commercial Districts; Access to Parking

For two commercial uses that abut each other within a commercial zoning district, the Planning Board may require that the parking lots for both uses be linked by a paved strip of land twenty feet (20) wide located between each lot's parking area and shared lot line that will enable customers to enter the abutting commercial property without having to use the road providing frontage to the two lots.

§ 205-31. Size of spaces; paving

A. Each required car space shall be not less than nine (9) feet in width and eighteen (18) feet in length, exclusive of drives and maneuvering space.

B. Handicapped parking: Parking spaces for the exclusive use of handicapped individuals shall be provided in accordance with the most recent rules and regulations of the Architectural Access Board, 521 CMR 23.00.

§ 205-32. Buildings containing multiple uses

Where one building is used for more than one use, parking requirements shall be computed for each use (a motel with a restaurant would be required to provide parking for both rental units and for seating capacity of the restaurant; (a professional office in a residence must provide the space for the office use in addition to the residential requirement) unless the applicant provides adequate information through the site plan review process showing that the peak demand for the proposed uses is not at the same time and, therefore, additional parking is not necessary.

§ 205-33. Number of required spaces

A. The minimum number of required parking spaces shall be as follows:

Principal Use	Minimum Number of Spaces
1- and 2-family dwellings	2 per dwelling unit
Apartments	2 per dwelling unit
Apartments built under housing for the elderly	1 per dwelling unit

Principal Use

Rooming houses and lodging houses
 Nursing homes
 Motels, hotels and inns

Permitted offices in residences
 Retail stores and services

Restaurants, theaters and other places of assembly
 exclusive of churches
 Bowling alleys
 Offices

Warehouses and other commercial or industrial
 buildings

Minimum Number of Spaces

4, plus 1 for each rental unit over 2
 1 for each 2 beds
 2, plus 1 1/4 for each rental unit, plus 1
 for each 20 square feet of floor area
 available for meetings or functions
 3, plus 1 for each nonresident employee
 In districts other than Commercial III
 Districts, 1 for each 250 square feet of
 gross floor area
 In districts other than Commercial III
 Districts, 1 for each 4 seats
 4 for each alley
 In districts other than Commercial III
 Districts, 1 space for each 500 square
 feet of gross floor area
 1 for each 900 square feet of gross
 floor area

B. For accessory uses not listed above there shall be provided adequate off-street parking as determined by the Planning Board.

§ 205-34. Location of Parking and Loading Spaces

No parking or loading space shall be located within ten (10) feet of any property line or road right-of-way.

A. Parking and loading areas for non-residential uses (excluding customary home occupations) shall be setback twenty-five (25) feet of any property line when the property abuts a residential district or residentially used property, and the Planning Board may require landscaping and/or fencing to be installed within the setback areas.

B. Parking and loading areas for non-residential uses (excluding customary home occupations) that are supported by retaining walls shall have an additional setback requirement equal to the height of the retaining wall and applied to the nearest lot line abutting said retaining wall.

§ 205-35. Screening of Parking and Loading Areas

Parking and loading areas for non-residential uses (excluding customary home occupations) shall be effectively screened on each side which adjoins or faces the side or rear lot line of a lot located in a residential zoning district or a residentially used property, through the use of landscaping and/or fencing. Fencing shall consist of a solid fence or wall not less than three (3) feet, or more than six (6) feet in height at the time of occupancy of such lot.

§ 205-36. Loading Requirements

A. General: Off-street loading spaces or loading areas shall be provided and maintained by the owner of the property for each non-residential building or use which is erected, enlarged or altered after the effective date of this Bylaw, according to the following provisions.

B. Same Lot: All loading spaces or loading areas required by this Bylaw shall be located on the same lot as the building or use which they are intended to serve, and in no case shall any required loading area be part of an area used to satisfy the off-street parking requirements of this Bylaw.

C. No Queues or Backing onto Street: No loading facility shall be designed to require trucks to queue on a public way while waiting to be off-loaded. No loading facility shall be designed to require vehicles to back onto a public way; all turning maneuvers shall be accommodated on the

premises.

Planner's Note: This section of the Zoning Bylaw has been amended to expand the parking options for non-residential uses while protecting the interests of nearby residential abutters. Also added were some standards for loading areas.

(Advisory Board Majority Approves and BOS Unanimously Approves)

ARTICLE 42. To see if the Town will vote to amend the Westminster General Bylaw at Chapter 104, "Firearms," by adding the Crocker Pond Recreation Area to Section 104-2, "Use in parks," as follows, or act in relation thereto:

"Hunting and firearms are prohibited in Hager Park, the Rambler Recreation Area, and the Crocker Pond Recreation Area."

(Advisory Board and BOS Unanimously Approves)

ARTICLE 43. To see if the Town will vote to authorize the Board of Selectmen to enter into Tax Agreements pursuant to M.G.L. Chapter 59, Section 38H(b), and Chapter 164, Section 1, and/or any other enabling authority and related regulations, for personal property taxes associated with the following proposed solar facility projects, each to be located on privately owned land, upon such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town, and to take all actions necessary to implement and administer such agreements, or act in relation thereto:

Entity	Location	Size	Term	Rate
Theodore Drive Solar, LLC	Theodore Drive (Lot I-4C)	1.9 MW	20 yrs.	\$15k/MW 2% esc.
Westminster Solar, LLC	So. Ashburnham Rd. (Whitmanville Farm)	1.3 MW	20 yrs.	\$15k/MW 2% esc.
Housatonic Solar 1, LLC	So. Ashburnham Rd.	.55 MW	20 yrs.	\$16.5k/MW 1% esc.
Solar MA Project Management LLC, Series III, a subsidiary of Seaboard Solar Holdings, LLC	100 Simplex Drive	.78 MW	20 yrs.	tbd

(Advisory Board and BOS Unanimously Approves)

AND YOU ARE DIRECTED to serve this warrant by posting attested copies thereof at the Town Hall and the U.S. Post Office in said Town, seven days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid. Given under our hands this 6th day of April in the year of our Lord two thousand and fifteen.

Heather M. Billings

John F. Fairbanks

Wayne R. Walker

BOARD OF SELECTMEN



SPECIAL TOWN MEETING WARRANT

WORCESTER, SS.

To either of the Constables of the TOWN OF WESTMINSTER in the County of Worcester, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and in Town affairs, to meet at the

**WESTMINSTER ELEMENTARY SCHOOL
9 ACADEMY HILL ROAD
WESTMINSTER, MASSACHUSETTS
on
SATURDAY, MAY 2, 2015
AT 1:00 P.M.**

then and there to vote on the following articles:

ARTICLE 1. To see if the Town will vote to transfer a sum of money from available funds to supplement the amount voted under Article 7 of the May 3, 2014 Annual Town Meeting for the Snow & Ice Removal accounts (Department 423), or act in relation thereto.

(Amount to be determined) (*Advisory Board and BOS Unanimously Approves*)

ARTICLE 2. To see if the Town will vote to amend certain line items in the Fiscal Year 2015 Operating Budget adopted under Article 7 of the May 3, 2014 Annual Town Meeting by transferring amounts from other line items within the budget, or act in relation thereto.

(*Advisory Board and BOS Unanimously Approves*)

AND YOU ARE DIRECTED to serve this warrant, by posting attested copies thereof at the Town Hall and the U.S. Post Office in said Town, fourteen days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid. Given under our hands this 6th day of April in the year of our Lord two thousand and fifteen.

Heather M. Billings

John F. Fairbanks

Wayne R. Walker

BOARD OF SELECTMEN